

# Wallingford Police Station Steering Committee Minutes

## SPECIAL MEETING

Thursday, March 31, 2022 @ 10AM  
Town Hall, 45 South Main Street  
Room 315

PRESENT: Alison Kapushinski, Town Engineer, Steering Committee Chair, Vincent Cervoni, Town Council Chairman, Jon Walworth, John Ventura, Police Chief, Anthony DeMaio, Deputy Chief of Police, Richard Heidgerd, Retired Fire Chief, William Wright, Retired Police Chief, Rob Baltramaitis, Director of Public Works, Beth Dighello, Recording Secretary

### Call to Order

The meeting was called to order at 10:07 a.m.

### Agenda Items

1. Discussion and possible action regarding the recommendation of award of Bid 21-061: Construction Management at Risk Services for Renovations for New Police Station

**A motion was made to recommend the successful bidder, Downes Construction Company, for award of Bid number 21-061: Construction Management at Risk Services for Renovations for New Police Station.**

**Made by: Mr. Walworth**

**Seconded by:**

**Votes:**

Ms. Kapushinski stated that Mr. Baltramaitis and Mr. Walworth were both members of the panel for the Construction Manager.

Mr. Baltramaitis stated that the four firms that were interviewed were all qualified, however, Downes Construction was on top for both the technical and cost proposals. They have the most experience with police departments.

Mr. Walworth said Downes Construction's presentation was one of the best he has seen. They provided a detailed schedule for the construction phase. All four firms were qualified and could do the job, but Downes outshined the others. Mr. Walworth stated that all the firms agreed in the interview to put in writing any changes in staff, but he suggested we put that in writing. Ms. Kapushinski stated that she will speak to the Law Department regarding this.

Mr. Wright asked if there were any concerns with Downes Construction. Mr. Baltramaitis replied that he had no concerns, and that they were topnotch. He noted that they talked about an assessment of the existing structure in order to identify any issues early on in the project.

Ms. Kapushinski stated that she would ask Downes Construction to come in to give a presentation to the committee possibly in May.

Mr. Baltramaitis asked at what point we should discuss our purchasing practices with the Construction Manager. Ms. Kapushinski replied that once the contract is signed, we will have that discussion. Mr. Baltramaitis stated that the Construction Manager will receive the plan from the Architect and then sub out the work. We need to make sure this work is properly advertised and opened publicly because we have very specific procurement practices. Ms. Kapushinski replied that it is stated in the bid that our Purchasing Department will advertise the bid. The Construction Manager will package the information and bring it to our Purchasing Department. The Construction Manager will review the bids and make recommendations.

Mr. Wright asked if there was money available now for the pre-construction phase. Ms. Kapushinski stated that there is \$505,000 left in the \$3 million bond. At this point, we could do a purchase order for Item #1 in the bid. We will need to request more money for the construction phase.

Ms. Kapushinski reviewed the results of Part B – Cost Proposals. There were four categories in Part B. The first is the Pre-Construction cost. Downes Construction was the lowest at \$49,145. The second item is the Construction Manager's fee which is a percentage of the final construction cost (assumed to be \$20 million). Downes Construction's proposal is 1.4%, which is \$280,000. Item #3 is the General Conditions cost, not to exceed costs itemized and inclusive of all costs. Downes' submission was the lowest at \$778,173. Item #4 is the General Requirements cost, which is not to exceed the Attachment A Matrix, \$351,752. The lowest bidder for Part B bid was Downes Construction at \$1,459,117.

Chairman Cervoni asked how confident Downes Construction is regarding their figures. Ms. Kapushinski stated there would be no change orders in the Pre-Construction costs. The Construction Manager fee is based on a percentage of the final cost, so that figure could change. She stated that the General Conditions cost would only change if the project exceeded fifteen months, but this should not be an issue. However, if the owner requests a change which prolongs the project, there could be a change order. Mr. Walworth added that the \$20 million final project cost was determined years ago, and therefore, could go up.

Chief Ventura asked if the radios, computers and other technology is included in the bid. Ms. Kapushinski responded that it is included.

An amendment was made to the motion. The motion was amended as follows:

**A motion was made to recommend the successful bidder, Downes Construction Company, for award of Bid number 21-061: Construction Management at Risk Services for Renovations for New Police Station in the amount of \$1,459,117.**

**Made by: Mr. Walworth**

**Seconded by: Mr. Wright**

**Votes: 6 Ayes**

The meeting was adjourned at 10:33 a.m.

Respectfully submitted,

Beth Dighello  
Recording Secretary